

Nov1, 2001

# FIRE PREVENTION & EMERGENCY ACTION PLAN



# WHAT ARE YOU TO DO IN CASE OF:

- •FIRE
- •NATURAL
  DISASTERS
  TORNADO
  HURRICANE
  FLOOD
  EARTHQUAKE



OKLAHOMA CITY

- **•BOMB THREATS**
- **•OTHER LIKELY EMERGENCIES**

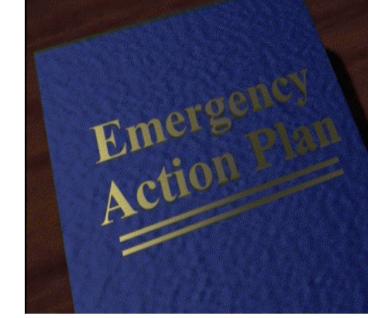
# OSHA Requires The Employer To Have

FIRE PREVENTION & EMERGENCY ACTION PLANS



•IDENTIFY YOUR FACILITY'S FIRE & LIFE SAFETY EQUIPMENT

•ASSIST EMPLOYEES w/ SPECIAL NEEDS



BUT DO YOU KNOW THE SPECIFICS FOR YOUR BUILDING?

•HOW THE FIRE
ALARM SOUNDS
HORN / BELL / RECORDED

**MESSAGE / EMPLOYEE / STROBE** 

- •PRIMARY & ALTERNATE EXITS
- •MANUAL FIRE PULL LOCATIONS
- •TYPES OF FIRE EXTINGUISHERS & LOCATIONS

# PORTABLE FIRE EXTINGUISHERS

# **CLASSES USED ON:**





# **ORDINARY COMBUSTIBLES**

Wood, Paper, Cloth, etc.





# FLAMMABLE LIQUIDS

Grease, Gas, Paints, Oils, etc.





**ELECTRICAL** (ENERGIZED)

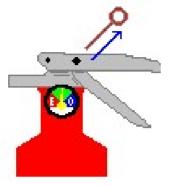
Motors, Switches, etc.



### **HOW TO USE:**

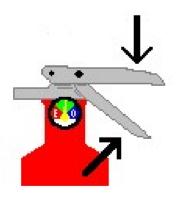
# PORTABLE FIRE EXTINGUISHERS

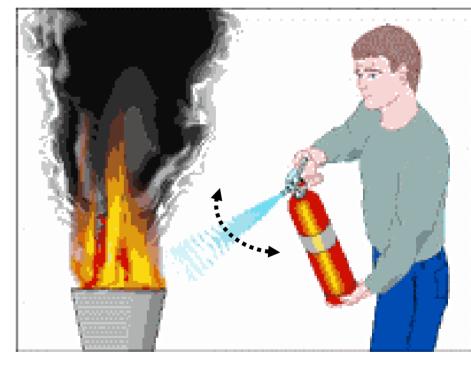
•PULL THE PIN



•AIM AT BASE OF FIRE

•SQUEEZE THE TRIGGER







# IS / ARE THERE...





•EMERGENCY LIGHTING



- •AUTOMATIC CLOSING FIRE DOORS
- •ELEVATORS TO AUTOMATICALLY STOP WHEN FIRE DETECTED
- •SPRINKLERS
- •MONITORING



# WHAT DO YOU DO





# •CALL

(9) 9-1-1, SAFETY 737-3880

•ACTIVATE ALARM SYSTEM
TREAT EVERY ALARM AS REAL

•EXIT THE BUILDING

TURN OFF ELECTRICAL EQUIPMENT CLOSE (NOT LOCK) DOORS

**USE STAIRS NOT ELEVATORS** 

•MEET AT ASSEMBLY AREA

## DO YOU KNOW WHO:

•IS IN CHARGE & Talks with Emergency Management Services - EMERGENCY COORDINATOR



# •ENSURES THE BUILDING IS EVACUATED FLOOR WARDENS

•KNOWS IF YOU ARE MISSING ACCOUNTABILITY MONITOR (AT ASSEMBLY AREA)



•HELPS THE DISABLED BUDDY SYSTEM

# WHO ENSURES THE BUILDING IS EVACUATED

# **FLOOR WARDENS**



# WHO KNOWS IF YOU ARE MISSING

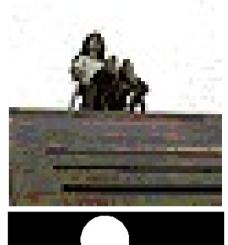
# ACCOUNTABILITY MONITOR (AT ASSEMBLY AREA)





# **BUDDY SYSTEM**

- •BEST WORK ON GROUND FLOOR
- •PERMANENT or TEMPORARILY
  - •PHYSICALLY-IMPAIRED
  - •VISUALLY-IMPAIRED
  - •HEARING-IMPAIRED





•ASSEMBLE at CLOSEST STAIRWELL

# FIRE PREVENTION: POTENTIAL FIRE HAZARDS

- •ELECTRICAL
- •APPLIANCES
- •SMOKING
- •HOUSEKEEPING

# **WORKPLACE INSPECTIONS**

FIRE DRILLS:

**B&CB** Buildings in October





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**WORKPLACE INSPECTIONS** 

FIRE DRILLS:

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# SEVERE WEATHER



FAVORABLE CONDITIONS
TIME AVAILABLE - HOURS
PREPARATION REQUIRED

# •WARNING

ACTUAL SIGHTING TIME AVAILABLE - MINUTES TAKE ACTION



## **TORNADO**

•WATCH - NOTIFY & PREPARE

# •WARNING

-OPEN DOORS & WINDOWS
-GO TO ASSIGNED SHELTER

### •NO WARNING

- -MOVE TO INTERIOR WALL AWAY FROM DOORS & WINDOWS
- -GET UNDER FURNITURE
- -OUTSIDE: LIE FLAT IN DITCH
- -COVER YOUR HEAD w/ ARMS





HURRICANE HUGO - Sep 1989 CAT 4: 138 MPH Winds & 20' Storm Surge

# **BOMB THREAT**





- •GET AS MUCH INFORMATION AS POSSIBLE (SLED CHECKLIST)
- •DO NOT HANG UP YOUR PHONE



- •DISTURB, TOUCH
- •SMOKE
- •USE RADIO OR CELL PHONE
- •NOTIFY
  - •SC HIGHWAY PATROL 896-9630
  - •OTHERS, AS REQUIRED
- •EVACUATE 350 FEET MINIMUM
- •FOLLOW EMS INSTRUCTIONS



OUESTIONS TO ASK

- 1. When is bomb going to explode?
- 2. Where is it right now
- 3. What does it look like? 4. What kind of bomb is it
- 5. What will cause it to explode?
- 6. Did you place the bomb?
- 8. What is your address?
- 9. What is your name?

EXACT WORDING OF THE THREAT

Length of Call: Number at which call is received

**BOMB THREAT** 

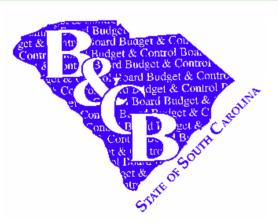


# BIOLOGICAL / CHEMICAL ATTACK

- •SEVERITY
  - •TYPE & AMOUNT OF AGENT
  - •DURATION OF EXPOSURE
- •ISOLATE SUSPECT PACKAGES
- •NOTIFY
  - •SC HIGHWAY PATROL 896-9630
  - •OTHERS, AS REQUIRED
- •FOLLOW EMS INSTRUCTIONS
  - •STAY WHERE YOU ARE & SEAL PREMISES
  - •EVACUATE TO SAFE LOCATION
- •GET VICTIMS TO HOSPITAL



# Your Team Supervisor Should Brief EMERGENCY SITUATIONS UNIQUE To Your Facility At This Time



Office of General Services
Safety Support
737-3880
or Visit our Web Site:

http://www.ogs.state.sc.us/business/safety/OGS-safety-index.phtm